

PROJECT SCHEDULE
SOUTH INTERCEPTOR / NORTH FORESTVIEW AND FORESTVIEW STORMWATER OUTFALL IMPROVEMENTS PROJECT
BAXTER, MN
9/10/2019

PROJECT TASKS	DATES	NOTES
Council Considers Policy Changes/Orders updated Feasibility Study	Tuesday, August 20, 2019	City Council Meeting
Review Updated Feasibility Report	Wednesday, September 4, 2019	Utilities Commission Meeting
Review Updated Feasibility Report	Tuesday, September 17, 2019	City Council Workshop
Updated Feasibility Report accepted and Order Improvement Hearing	Tuesday, September 17, 2019	City Council Meeting
Project Update	Wednesday, October 2, 2019	Utilities Commission Meeting
City Mailed Notice for Improvement Hearing	Friday, October 4, 2019	One notice at least 10 days prior to hearing
First Published Notice for Improvement Hearing	Friday, October 4, 2019	Twice in local newspaper, one week apart, last notice must
Second Published Notice for Improvement Hearing	Friday, October 11, 2019	must be at least three days prior to hearing.
Improvement Hearing Conducted	Thursday, October 24, 2019	City Council Meeting
Ordered Project and Preparation of Final Plans and Specifications -	Tuesday, November 5, 2019	City Council Meeting
Project Update	Wednesday, November 6, 2019	Utilities Commission Meeting
Project Update	Wednesday, December 4, 2019	Utilities Commission Meeting
Appraisals	November - December	
Review Plans and Specifications	Wednesday, January 8, 2020	Utilities Commission Meeting
Approve acquisition offers / Authorize Condemnation (if necessary)	Tuesday, January 21, 2020	City Council Meeting
Approved Plans and Authorized Advertisement for Bids	Tuesday, January 21, 2020	City Council Meeting
Declared Costs to be Assessed, etc.	Tuesday, January 21, 2020	City Council Meeting
Order Assessment Hearing	Tuesday, January 21, 2020	City Council Meeting
Bidding Publication	Friday, January 24, 2020	Publication must be made at least three weeks before last day to submit bids, at least once in official newspaper and once in trade paper or First Class city newspaper.
City Mailed Notice for Assessment Hearing	Thursday, January 30, 2020	One notice at least two weeks prior to hearing
City Published Notice for Assessment Hearing	Friday, January 31, 2020	Once in local newspaper at least two weeks prior to hearing.
Project Update	Wednesday, February 5, 2020	Utilities Commission Meeting
Bids Opened	Tuesday, February 18, 2020	By default bid remains subject to acceptance for 60 days after the Bid opening.
Assessment Hearing Conducted	Tuesday, February 25, 2020	Special City Council Meeting
Adopted Special Assessments - Resolution	Tuesday, February 25, 2020	Special City Council Meeting
Bids Reviewed with Utilities Commission	Wednesday, March 4, 2020	Utilities Commission Meeting
End of Assessment Appeal Period	Friday, March 27, 2020	Appeals to district court must be made within 30 days after adoption of the assessment roll.
Project Update	Wednesday, April 1, 2020	Utilities Commission Meeting
Awarded Contract - Resolution	Tuesday, April 7, 2020	City Council Meeting
Notice of Award	Wednesday, April 8, 2020	Contractor has 15 days to deliver signed agreement, bonds and insurance certificates.
Construction	May - June - July - August - Sept - Oct	6 month construction window to be allowed
PSA (emailed by City)	Wednesday, April 15, 2020	
City Mailed Notice for Neighborhood Meeting	Wednesday, April 15, 2020	
Preconstruction Conference held	Monday, April 20, 2020	
Neighborhood Meeting Conducted	Tuesday, April 28, 2020	Special City Council Meeting
Begin Construction	Monday, May 4, 2020	
Project Update	Wednesday, May 6, 2020	Utilities Commission Meeting
Project Update / Partial Est #1	Wednesday, June 3, 2020	Utilities Commission Meeting
Payment #1	Tuesday, June 16, 2020	City Council Meeting
Project Update / Partial Est #2	Wednesday, July 1, 2020	Utilities Commission Meeting
Payment #2	Tuesday, July 7, 2020	City Council Meeting
Project Update / Partial Est #3	Wednesday, August 5, 2020	Utilities Commission Meeting
Payment #3	Tuesday, August 18, 2020	City Council Meeting
Project Update / Partial Est #4	Wednesday, September 2, 2020	Utilities Commission Meeting
Payment #4	Tuesday, September 15, 2020	City Council Meeting
Project Update / Partial Est #5	Wednesday, October 7, 2020	Utilities Commission Meeting
Payment #5	Tuesday, October 20, 2020	City Council Meeting
Substantial Completion	Friday, October 16, 2020	
Final Completion	Friday, October 30, 2020	
Project Update / Pay Est #6 (Final)	Wednesday, November 4, 2020	Utilities Commission Meeting
Payment #6 - Final	Tuesday, November 17, 2020	City Council Meeting

NOTES

City Council Meetings held on 1st and 3rd Tuesday @ 7:00 p.m.
Utilities Commission Meetings held on 1st Wednesday @ 5:30 p.m.
All dates are subject to change, this is a living document.